

**PROFORMA FOR APPLICATION**  
SHORT TERM TRAINING PROGRAMME ON  
**Achievement motivation and  
Self actualization at work place**  
2 - 6 February 2015

1. Name :  
2. Date of Birth & Age :  
3. Sex : Male / Female  
4. Designation :  
5. Department :  
6. Institution :  
7. Type : Govt./ Aided/ Self financing  
8. Address for communication :  
9. Phone No. Office :  
Mobile :  
10. E- mail :  
11. Experience (years) Industry :  
Teaching :  
12. Food Preference : Veg / Non Veg  
13. Accommodation required : Yes /No

**DECLARATION**

The information provided above is true to the best of my knowledge and belief. If selected, I agree to abide by the rules and regulations of the training programme and shall attend the course for the entire duration. I also undertake the responsibility to inform the coordinator well in advance, in case I am unable to attend the course.

Place: \_\_\_\_\_  
Date: \_\_\_\_\_ Signature

**SPONSORSHIP**

Mr./Mrs./... ..  
is an employee of our institute/ organisation and is hereby sponsored for the above short term training programme. He / she will be permitted to attend the course, if selected.

Place: \_\_\_\_\_  
Date: \_\_\_\_\_ Signature of the sponsoring  
authority with seal

(Original of the filled in application shall be sent to the coordinator and a scanned copy shall be sent to [sttpe@gectcr.ac.in](mailto:sttpe@gectcr.ac.in) before 23 January, 2015)

**Faculty and Staff Development Training Centre**

The Faculty and Staff Development Training Centre (FSDTC) at Government Engineering College, Thrissur provides a suitable platform for personal, academic and professional development of faculty members and supporting staff of various engineering colleges in Kerala. The centre strives to improve, enhance and strengthen the process of learning and teaching by inculcating proper methodologies in the system.

FSDTC organises training programmes for the faculty and the supporting staff of Engineering Colleges and Polytechnic Colleges in the state. Courses on the developments in engineering and technology and the recent research activities in these areas are organised by the centre. Courses on Interpersonal Relationship, Communication Skills, Office Automation, Computer Networking, e-Governance, Stress management in the work place are also proposed by the centre.

**IMPORTANT DATES**

- Receipt of application : 23-01-2015  
Information on selection : 26-01-2015  
Receiving confirmation : 28-01-2015  
Short Term Programme : 2-02-2015 to 6-02-2015

**ADDRESS FOR CORRESPONDENCE**

**Dr Shalij P R**  
**Associate Professor**  
**Department of Production Engineering**  
**Government Engineering College Thrissur**  
**Thrissur - 9, Kerala**  
**[www.gectcr.ac.in](http://www.gectcr.ac.in)**

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**E-mail : [sttpe@gectcr.ac.in](mailto:sttpe@gectcr.ac.in)**



**FACULTY & STAFF DEVELOPMENT TRAINING CENTRE**  
**Government Engineering College Trichur**

**SHORT TERM TRAINING PROGRAMME**

**For the non teaching staff in  
Government / Aided / Self Financing  
Engineering / Polytechnic Colleges**

**2 - 6 February 2015**

**Achievement motivation and  
Self actualization at work place**

**Coordinated by  
Dr. Shalij P. R.**

**Organised by**



**DEPARTMENT OF PRODUCTION ENGINEERING**  
**GOVERNMENT ENGINEERING COLLEGE THRISSUR**

**Thrissur, 680009, Kerala**  
**[www.gectcr.ac.in](http://www.gectcr.ac.in)**

**Sponsored by**



**DIRECTORATE OF TECHNICAL EDUCATION**  
**GOVERNMENT OF KERALA**

## INTRODUCTION

Individuals have a lot of differences in the work place such as, unique personalities, values, emotions, traits, culture and moods. The stable characteristics of new employees who comes into an organisation affect how they behave and perform. Organisations hire people with the expectation that those individuals have certain skills, abilities, personalities, and values.



Individual differences matter in the workplace. Human beings bring in their personality, physical and mental abilities and other stable traits to work. The motivation and interest in the job vary time to time.

Most of the working people have their physiological, security and belongingness needs satisfied. Their behaviour is mostly directed towards satisfying the fourth order needs of power, prestige and status. These are also called 'ego needs' or 'esteem needs' or 'social motives'. These needs have been found to influence work behaviour of people in different work settings.

## Course Objectives

Self actualisation can be described as persons realizing their potential, fulfilling themselves and doing the best they are capable of doing. Self motivation is a prerequisite to achieve self actualisation. The motivation for doing the work is the pleasure derived out of doing the work itself. This course helps to identify the factors which help towards achieving the self motivation and self realisation.

## Government Engineering College Thrissur

Government Engineering College, Trichur (GECT) established in 1958 is one of the premier institutes in the country. The foundation stone being laid by Pandit Jawaharlal Nehru making it one of the oldest engineering colleges in Kerala. GECT has been rated

consistently among the top technical institutes in south India. The institute is well networked with the industry and it has been helping the industry to grow through focussed training and consultancy programmes, through effective industry institute interaction. The mutual gain is obvious, seen from the placement record of the institute. Many of the alumni occupy top managerial and key technical positions in industries within the country and abroad. GECT was set up to provide a world-class programme bridging the gaps in technical education and developing competencies in the frontier areas of engineering studies. The institute also promises that its curriculum aims to create a technically sound student with multiple skills. The campus is spread over 75 acres and located at Ramavarmapuram, about 5km from Thrissur City. The college offers eight undergraduate programme courses which are accredited by the National Board of Accreditation. The college also has ten post graduate courses. The college is also ISO 9001 certified for providing all these courses. GECT is also an approved research centre of University of Calicut.

## Department of Production Engineering

Production Engineering Department of Government engineering College, Thrissur offers an undergraduate programme in Production Engineering and a postgraduate programme in Manufacturing Systems Management. It has got well qualified faculty and state of the art laboratories. All the faculty members of the department occupy key role in the college administration in addition to their regular academic works. Production Engineering Department regularly organises short term training programmes and national conferences. Regular paper presentation programmes, visiting faculty programmes, career development programmes, industry visits and technical talks are organised for students as well.

## Eligibility

Regular non teaching staff from Government / Aided / Self Financing Engineering Colleges / Polytechnic Colleges in Kerala are eligible for applying for this course. This programme is interdisciplinary. Non teaching staff from all disciplines can participate in this course.

## Course Contents

The course plans to cover the following areas:

- Understanding People at Work
- Values and Personality
- Individual Attitudes and Behaviors
- Motivation
- Role of Ethics and National Culture
- Motivating Work Environment
- Motivating Employees Through Goal Setting
- Managing Stress and Emotions
- Different Types of Communication and Channels
- Managing Groups and Teams
- Conflict and Negotiations
- Leadership Development
- Power and Politics
- Organizational Change
- Understanding Organizational Culture
- Creating Culture Change

## Fee Structure

There is no Course Fee for the Non teaching Staff from Govt./ Aided / Self Financing, Engineering / Polytechnic colleges.

- Accommodation will be provided for all participants free of cost during the 5 days of programme. Those who require accommodation shall intimate the same to the co-ordinator in advance.
- Outstation Candidates from Govt / Aided / Self Financing colleges are eligible for travelling expenses as per government norms.
- There will be no course fee for the participants.

## Registration

A scanned copy of the application in the attached format along with sponsorship certificate should be mailed to [sttpe@gectr.ac.in](mailto:sttpe@gectr.ac.in) so as to reach it on or before 23<sup>th</sup> January 2015. Selection will be purely on first come first served basis.

Selected candidates will be intimated before 26<sup>th</sup> January 2015 by e-mail.

Selected participants should confirm their participation to the course coordinator on or before 28<sup>th</sup> January 2015 by e-mail.